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will be mainthing in a record Manual of Patent Examining Procedure, Section 713.04 Substance of Interview must Be Made of Record

A complete written statement as to the substance of any face-to-face or telephone interview with regard to an application must be made of record in the application, whether or not an agreement with the examiner was reached at the interview.

§1:133 Interviews

(b) In every instance where reconsideration is requested in view of an interview with an examiner, a complete written statement of the reasons presented at the interview as warranting favorable action must be filed by the applicant. An interview does not remove the necessity for response to Office action as specified in §§ 1.111,1.135. (35 U.S.C.132)

§ 1.2. Business to be transacted in writing. All business with the Patent or Trademark Office should be transacted in writing. The personal attendance of applicants or their attorneys or agents at the Patent and Trademark Office is unnecessary. The action of the Patent and Trademark Office will be based exclusively on the written record in the Office. No attention will be paid to any alleged oral promise, stipulation, or understanding in relation to which there is disagreement or

The action of the Patent and Trademark Office cannot be based exclusively on the written record in the Office if that record is itself incomplete through the failure to record the substance of interviews.

It is the responsibility of the applicant or the attorney or agent to make the substance of an interview of record in the application file, unless the examiner indicates he or she will do so. It is the examiner's responsibility to see that such a record is made and to correct material inaccuracies which bear directly on the question of "TO CAMPA" DESIGNATION

Examiners must complete a two-sheet carbon interleaf Interview Summary Form for each interview held after January 1, 1978 where a matter of substance has been discussed during the interview by checking the appropriate boxes and filling in the blanks in neat handwritten form using a ball point pen. Discussions regarding only procedural matters, directed solely to restriction requirements for which interview recordation is otherwise provided for in Section 812.01 of the Manual of Patent Examining Procedure, or pointing out typographical errors or unreadable script in Office actions or the like, are excluded from the Interview recordation procedures below.

The Interview Summary Form shall be given an appropriate paper number, placed in the right hand portion of the file, and listed on the "Contents/fish on the file wrapper. The docket and serial register cards need not be updated to reflect interviews. In a personal interview, the duplicate copy of the Form is removed and given to the applicant (or attorney or agent) at the conclusion of the interview. In the case of a telephonic interview, the copy is mailed to the applicant's correspondence address either with or prior to the next official communication. If additional correspondence from the examiner is not likely before an allowance or if other circumstances dictate, the Form should be mailed promptly after the telephonic interview rather than with the next official communication.

The Form provides for recordation of the following Information:

- Serial Number of the application
- Name of applicant
- -Name of examiner
- -Date of Interview
- Type of Interview (personal or telephonic)
- Name of participant(s)) (applicant, attorney or agent, etc.)
- -An indication whether or not an exhibit was shown or a demonstration conducted
- -An identification of the claims discussed
- An identification of the specific prior art discussed
- An indication whether an agreement was reached and if so, a description of the general nature of the agreement (may be by attachment of a copy of amendments or claims agreed as being allowable). (Agreements as to allowability are tentative and do not restrict further action by the examiner to the
- -The signature of the examiner who conducted the interview
- Names of other Patent and Trademark Office personnel present.

The Form also contains a statement reminding the applicant of his responsibility to record the substance of the interview.

It is desireable that the examiner orally remind the applicant of his obligation to record the substance of the interview in each case unless both applicant and examiner agree that the examiner will record same Where the examiner agrees to record the substance of the interview, or when it is adequately recorded on the Form of the Form thousand that he need not supplement the Form by submitting a separate record of the substance of the interview.

It should be noted, however, that the Interview Summary Form will not normally be considered a complete and proper recordation of the interview unless it includes, or is supplemented by the applicant of the examiner to include, all of the applicable items required below concerning the substance of the interview

A complete and proper recordation of the substance of any interview should include at least the following applicable items:

- 1) A brief description of the nature of any exhibit shown or any demonstration conducted ψ_{ij}
- an identification of the claims discussed,
- 3) an identification of specific prior art discussed,
- 4) an identification of the principal proposed amendments of a substantive nature discussed, unless these are already described on the Interview Summary Form completed by the examiner,
- 5) a brief identification of the general thrust of the principal arguments presented to the examiner. The identification of arguments need not be lengthy or before elaborate. A verbatim or highly detailed description of the arguments is not required. The identification of the arguments is sufficient if the general nature or thrust of the principal arguments made to the examiner can be understood in the context of the application file. Of course, the applicant may desire to emphasize and fully describe those arguments which he feels were or might be persuasive to the examiner,
- 6) a general indication of any other pertinent matters discussed, and

7) if appropriate, the general results or outcome of the interview unless already described in the interview Stimmary Form completed by the examiner. THADE-19 S. 11:18 16.

ा भी तनपदे दुरसङ्ग १ व ३३०० Examiners are expected to carefully review the applicant's record of the substance of an interview. If the record is not complete or accurate the examiner will give the applicant one month from the date of the notifying letter or the remainder of any period for response, whichever is longer, to complete the response and thereby avoid abandonment:of the application (37 CFR.1)135(c)): Thurbus observe to the restriction of the application (37 CFR.1)135(c)): Thurbus observe to the restriction of the application (37 CFR.1)135(c)): Thurbus observe to the application of the app

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APPLICATION NUMBER FILING DATE FIRST NAMED APPLICANT ATTORNEY DOCKET NO. _08/506,032 07/24/95 San May Spirit Brown Section with the office quality of the decomposition of DONALD K FOREST was kind of the dual 209 CROYDON AVE Hall ROCKVILLE MD. 20850-4145 Hall RockVILLE MD. 20850-4145 . Programme and the contract of the contract o DATE MAILED: **INTERVIEW SUMMARY** and the state of t All participants (applicant, applicant's representative, PTO personnel). a hetelikus, elimiku, mimie em marke me Cauliy recisi i a gerali kringrak in la ja erila moti yina kue kon Gana kandeniska — jarak sanomi en me jeliku intelesion kan kun kan kan sanomini kandeniska intelesion bahan. and the state of the second section of the second of the second of the second section is the second Date of Interview - And the second that the second time to the too day we wisely account to the and the last the second terms and the second terms and the second terms are the second terms and the second terms are the second terms and the second terms are th Type: Telephonic Personal (copy is given to applicant applicant's representative) Agreement was reached. was not reached. ANTER ENTRACEMENT COLUMN COM Identification of prior art discussed: is a soft trachtroppia. Description of the general nature of what was agreed to if an agreement was reached, or any other comments: (A-fuller description, it necessary, and a copy of the amendments, if available, which the examiner agreed would render the claims allowable must be attached. Also, where no copy of the amendments which would render the claims allowable is available, a summary thereof must be 1. It is not necessary for applicant to provide a separate record of the substance of the interview. Unless the paragraph above has been checked to indicate to the contrary. A FORMAL WRITTEN RESPONSE TO THE LAST OFFICE ACTION IS NOT WAIVED AND MUST INCLUDE THE SUBSTANCE OF THE INTERVIEW. (See MPEP Section 713.04). If a response to the last Office action has are ready been filed, APPLICANT IS GIVEN ONE MONTH FROM THIS INTERVIEW DATE TO FILE A STATEMENT OF THE SUBSTANCE OF THE INTERVIEW. A Construction of the Construction of

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Since the Examiner's interview summary above (including any attachments) reflects a complete response to each of the objections, rejections and requirements that may be present in the last Office action, and since the claims are now allowable, this completed form is considered to fulfill the response requirements of the last Office action. Applicant is not relieved from providing a separate record of

Examiner Note: You must sign this form unless it is an attachment to another form.

the interview unless box 1 above is also checked.

FORM PTQL-413 (REV.1-96)

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WAR THE LAND LA Manual of Patent Examining Procedure, Section 713.04 Substance of Interview must Be Made of Record

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- -Name of examiner
- Date of interview

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- An indication whether or not an exhibit was shown or a demonstration conducted
- -An identification of the claims discussed
- An indication whether an agreement was reached and if so, a description of the general nature of the agreement (may be by attachment of a copy of amendments or claims correct to be a straight of the agreement of a copy of amendments or claims correct to be a straight of the agreement of a copy of amendments or claims correct to be a straight of the agreement of the agreement of a copy of amendments or claims correct to be a straight of the agreement of the agre of amendments or claims agreed as being attowable). (Agreements as to allowability are tentative and do not restrict further action by the examiner to the contrary.)
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 12. A recomplete and proper recordation of the realized shown or ear demonstration conducted.

 13. An identification of the claims described.

 14. A recomplete and proper recordation of the principal proposed amendments of a substantive nature discussed, unless these are already described on the Interview Summary. Form completed by the examiner,
 - 5) a brief identification of the general thrust of the principal arguments presented to the examiner. The identification of arguments need not be lengthy or elaborate. A verbatim or highly detailed description of the arguments is not required. The identification of the arguments is sufficient if the general nature or thrust of the principal arguments made to the examiner can be understood in the context of the application file. Of course, the applicant may desire to emphasize and fully describe those arguments which he feels were or might be persuasive to the examiner, 6) a general indication of any other pertinent matters discussed, and THE RESIDENCE OF STREET

77) If appropriate, the general results or outcome of the interview unless already described in the Interview Stimmary Form completed by the examiner.

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